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The City of Seward, Alaska

CITY COUNCIL MEETING AGENDA

City Council Chambers, 410 Adams Street



Please silence all cell phones and devices during the meeting

Mayor Sue McClure	Council Member Robert Barnwell	City Manager Kat Sorensen
Vice Mayor John Osenga	Council Member Julie Crites	Deputy City Manager Jason Bickling
Council Member Randy Wells	Council Member Casie Warner	City Clerk Kris Peck
Council Member Kevin Finch		City Attorney Sam Severin

Tuesday, November 12, 2024 at 7:00 p.m.

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. CITIZEN COMMENTS ON ANY SUBJECT EXCEPT THOSE ITEMS SCHEDULED FOR PUBLIC HEARING *(Those who have signed in will be given the first opportunity to speak. Time is limited to 3 minutes per speaker and 36 minutes total time for this agenda item.)*
5. APPROVAL OF AGENDA AND CONSENT AGENDA *(Approval of Consent Agenda passes all routine items listed under Item 7. Consent Agenda items are not considered separately unless a council member requests an item be returned to the Regular Agenda.)*
6. SPECIAL ORDERS, PRESENTATIONS, AND REPORTS
 - A. Proclamations and Awards
 - B. City Manager Report.....5
 - C. City Clerk Report.....14
 - D. City Attorney Report.....16
 - E. Other Reports and Announcements
 - 1) Chamber of Commerce Report by Executive Director Sam Allen.....18
 - F. Presentations -None
7. CONSENT AGENDA *(also marked with an asterisk *)*
 - A. Minutes of Preceding Meeting
 - 1)* Approval of the October 28, 2024 City Council Meeting Minutes.....19
 - B. Introduction of Ordinances
 - 1) ***Introduction of Ordinance 2024-014:** Revising Seward City Code Section 5.45.015(A) Hotel/Motel Room Tax – Levy of Tax, to Increase the Hotel/Motel Tax Rate from Four Percent to Eight Percent, Effective January 1, 2025.....25

C. Resolutions

- 1)* **Resolution 2024-062:** Authorizing the City Manager to Enter into an Agreement with the Boys & Girls Club of the Kenai Peninsula in the Amount of \$170,000 and Appropriating Funds.....30
- 2)* **Resolution 2024-063:** Authorizing the City Manager to Enter into a Service Agreement with Liftoff LLC for One-Year Renewal of the City’s Microsoft 365 Licensing Subscription in the Amount of \$46,530.00.....61
- 3)* **Resolution 2024-064:** Authorizing the City Manager to Approve Amendment #1 to the Independent Contractor Agreement with Selena Soto for GIS Technical Services.....70

D. Other Items -None

8. PUBLIC HEARINGS

A. Ordinances for Enactment -None

B. Resolutions Requiring Public Hearing

- 1) **Resolution 2024-059:** Adopting the City of Seward 2025 and 2026 Operating Budget and Setting the Mill Rate.....79

This resolution will have its first public hearing tonight. The second public hearing will be held on November 25, 2024. The final approval is scheduled for December 16, 2024

9. UNFINISHED BUSINESS -None

10. NEW BUSINESS

A. Resolutions

- 1) **Resolution 2024-060:** Accepting the Proposed Classification and Compensation Study.....194
- 2) **Resolution 2024-061:** Authorizing the City Manager to Establish a Full-Time Paid Firefighter/EMT Position in the Fire Department.....201

B. Other New Business

- 1) Discuss scheduling a work session regarding the Chamber of Commerce partnership with the City of Seward [sponsored by Warner].....207

11. INFORMATIONAL ITEMS AND REPORTS *(No action required.)*

A. Boards and Commissions Minutes

- 1) PACAB Meeting Minutes from October 2, 2024.....213

B. Other Items

1) Upcoming City Council Meetings

a) Monday, November 25, 2024 at 7:00 p.m.

12. CITIZEN COMMENTS *(There is no sign in for this comment period. Time is limited to five minutes per speaker.)*

13. COUNCIL AND ADMINISTRATION COMMENTS AND RESPONSES TO CITIZEN COMMENTS

14. EXECUTIVE SESSION -None

15. ADJOURNMENT